

ADMINISTRATIVE SERVICES DEPARTMENT[11]

Adopted and Filed

Pursuant to the authority of Iowa Code section 8A.104(5), the Department of Administrative Services hereby amends Chapter 64, "Benefits," Iowa Administrative Code.

This rule making discusses out-of-state travel procedures and amends subrule 64.10(2). This amendment aligns the Department's administrative rules with the current Iowa Code provision. Out-of-state travel is now approved by the administrative head of the agency as outlined in Iowa Code section 8A.512A and subrule 41.4(2) and is no longer approved by the Executive Council. The statutory language for this out-of-state travel approval procedure changed in 2011.

The proposed amendment was published under Notice of Intended Action in the October 26, 2016, Iowa Administrative Bulletin as **ARC 2789C**. A public hearing was held on November 15, 2016. No one attended the hearing, and no public comment was received. The amendment proposed to strike the reference to 2003 Iowa Code Supplement section 8A.512 and to instead state that if attendance is outside the state of Iowa, travel must be authorized by the proper authority. However, based on comment from the Administrative Rules Review Committee, the Department has removed the words "the proper authority" and replaced them with "the head of the employee's department pursuant to Iowa Code section 8A.512A(2)'a.'"

While this amendment will result in operational efficiency, the fiscal impact is indeterminable and believed minimal.

The Department does not intend to grant waivers under the provisions of these rules, other than as may be allowed under the Department's general rules concerning waivers.

After analysis and review of this rule making, no impact on jobs has been found.

This amendment is intended to implement Iowa Code section 8A.512A.

This amendment will become effective May 31, 2017.

The following amendment is adopted.

Amend subrule 64.10(2) as follows:

64.10(2) *Workshop, seminar, or conference attendance.* The appointing authority may approve education financial assistance for an employee attending a workshop, seminar, or conference conducted by a professional, educational, or governmental organization or institution when attendance by the employee would not require a reduction in job responsibilities.

a. Assistance for meeting continuing education requirements may be approved when the assistance is applied toward maintaining a professional registration, certification, or license and the workshop, seminar, or conference is related to the duties and responsibilities of the employee's position.

b. Payment of registration fees and other costs, such as lodging, meals, and travel, shall be in accordance with the policies and procedures of the department of administrative services.

c. If attendance is outside the state of Iowa, travel must first be authorized by the executive council pursuant to 2003 Iowa Code Supplement section 8A.512. be authorized by the head of the employee's department pursuant to Iowa Code section 8A.512A(2)'a.'

[Filed 3/30/17, effective 5/31/17]

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EDITOR'S NOTE: For replacement pages for IAC, see IAC Supplement 4/26/17.